



Minutes of the **Board of Supervisors Regular Board Meeting** held September 8, 2014.

1. Meeting called to order by Vice Chair Behrens at 4:00 p.m.

Roll of Attendance

Supervisors present:

Others present:

<u>Supervisors present:</u>	<u>Others present:</u>
Janelle Anderson	Harry McPeak, Ramsey County Attorney Samantha Kreibich, RCD Staff
Margaret Behrens	Ann WhiteEagle, RCD Staff
Carrie Wasley	Seth Ristow, RCD Staff
Gwen Willems	Mike Schumann, RCD Staff
Mara Humphrey, absent with notice	Joe Lochner, RCD Staff Eric Lindberg, RCD Staff
	Tom Petersen, former RCD Staff

A. Approval of Agenda: **Motion by Supervisor Wasley and Supervisor Willems seconded** to approve the revised agenda. Motion carried unanimously.

B. Announcements: The Board was sent a list of upcoming meetings in the board packets. **Motion by Supervisor Willems and Supervisor Wasley seconded** to approve the following as Special Other Meetings: R-WMWD Tour, September 16, 2014 from 3:00-8:30pm and the RCLLG/RCD State of the Waters II Event on September 25, 2014 from 6-8pm at the Marsden Room adjacent to the Ramsey Conservation District office at 1425 Paul Kirkwold Drive, Arden Hills, MN. Motion carried unanimously.

2. Redistricting Discussion with Ramsey County Attorney Harry McPeak: Attorney McPeak explained the recent changes to MN State Statute 301C, in regards to supervisor elections by district. He explained that all changes would be effective January 1, 2015 and that all the RCD Supervisors would need to run for election in November, 2016. He clarified that some of the Supervisors would be elected to two-year terms and some to four-year terms and the statute refers to the determination "by lot". Attorney McPeak had an envelope with five equal pieces of paper numbered 1-5 enclosed. By consensus the Board determined that the first two numbers drawn by McPeak would be for two year terms and the last three numbers would receive the four year terms. The first two numbers drawn were for districts 1 and 2, which would have two year terms. The last three numbers were 5, 4, and 3, which would be for four year terms. The Board thanked Attorney McPeak for attending the meeting and assisting with the process.

3. Staff / NRCS Reports: The staff updated the board on recent projects and activities. No report from NRCS.

4. Approval of Standing Reports:

A. Secretary's Report – Minutes of August 12, 2014

Motion by Supervisor Wasley and Supervisor Willems seconded to approve the minutes.

Motion carried unanimously.

B. Treasury Report

Ann updated the Board on the Ag Fees, explaining that the reported closed sales for Ramsey County are estimated to be down 10% from 2013, but the Ag Fees are reflecting a greater decrease in comparison to 2013. The Ag Fees are estimated to finish at \$56K for 2014, at the current rate, while Ag Fees were \$85K for 2013. This represents a 34% decrease.

5. Action Items

- A. Authorization for Lochner Sign-off Authority: Craig Peterson, the Area Engineer for the NRCS recommended Joe for Conservation Practice Technical Approval Authority for engineering practices and staff is requesting the Board to authorize this approval. **Resolution 14-09-01.** Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board assigned technical approval authority to Joe Lochner, as recommended by the NRCS.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

- B. Approval of August, 2014 Supervisor Expense Claims: **Resolution 14-09-02.** Supervisor Wasley moved and Supervisor Willems seconded. Resolved the Board approved reimbursement of the August expense claims as submitted by Supervisors Anderson, Behrens, Humphrey, Wasley, and Willems.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

- C. Approval of the CWF Well Sealing Reimbursement: **Resolution 14-09-03.** Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the following reimbursements:

Owner	Address	Receipt Rec'd	Reimburse
Donna Bredow	1533 County Rd C-2 W Roseville, MN 55113	\$1,112.00	\$556.00
Raymond Lessman	2941 Woodbridge St Roseville, MN 55113	\$1,035.00	\$517.50
Michael Toll	67 McClelland St. N Maplewood, MN 55119	\$1,458.25	\$729.13
James Fignar	5891 Carlson St Shoreview, MN 55126	\$1,285.00	\$642.50
Paul Heffron	4389 Hodgson Rd Shoreview, MN 55126	\$1,245.00	\$622.50
Ervin Oelke	3185 Hafner Court Shoreview, MN 55126	\$1,589.00	\$750.00
Linda Hetland	1716 Oak Crest Ave Roseville, MN 55113	\$1,325.00	\$662.50
Julie O'Neill*	2120 Long Lake Road New Brighton, MN 55112	\$977.00	\$488.50
Katherine Watters*	PO Box 353 Standish, ME 04084	\$1,331.00	\$665.50
* Well location if different than reimbursement address			
Julie O'Neill	1412 Long Lake Road New Brighton, MN 55112	\$977.00	\$488.50
Katherine Watters	3062 Woodbrige St Roseville, MN 55113	\$1,331.00	\$665.50

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

- D. 2014 MASWCD Resolutions Update: Supervisor Willems provided supplemental information to the Board on 2014 MASWCD Resolutions and provided a handout for their reference. She explained that the MASWCD would be distributing the resolution packet within the month and invited the Board to contact her if they had questions.

- E. 2013 CWF Community Partners Project Encumbrance Approval: **Resolution 14-09-04.** Supervisor Willems moved and Supervisor Wasley seconded. Resolved the Board approved the following:

Whereas, The MN BWSR has provided \$150,000.00 in FY13 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organization, School, and Business properties;
Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost; and
Whereas, the RCD Board of Supervisors designates, Andy Schilling, District Staff as the technical representative for this project.
Now Therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

Cherokee Park United Church: Tim Johnson, 635 Manomin Avenue, West Saint Paul, MN 55107 for bio-retention basin and bio-swale.

Contract #CP FY13-07, Conservation Practice 570; Total Project Cost: \$8,917.05; BWSR Cost Share for eligible components: 75%/\$6,687.79. The project must be started by 14-Nov-14 and finished by 14-Nov-15.
Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

F. 2012 CWMA Cost Share Approval: **Resolution 14-09-05.** Supervisor Anderson moved and Supervisor Wasley second. Resolved the Board approved the following:

The MN BWSR had provided \$15,000 in FY12 CWMA funding to the RCD for the cooperative control of invasive species within Ramsey County; and

Whereas, the BWSR approved \$5,000 of the grant for administration and technical assistance and \$10,000 of the grant for cost share for the control of target species;

Be it further resolved, the Ramsey Conservation District Board authorizes the encumbrance of \$4,590.40 in FY12 CWMA Grant to the City of Roseville to treat four emerging invasive species (Japanese knotweed, Tansy, Japanese hedge parsley, and Oriental bittersweet) on Roseville property:

Contract# CWMA-4, Total Project Cost: \$6,121.00; BWSR CWMA eligible components 75%, \$4,590.40; City of Roseville component 25%, \$1,530.60. The project must be started by November 15, 2014 and finished by December 15, 2014.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

G. 2014 CWF Wakefield Project Approval: **Resolution 14-09-06.** Supervisor Willems moved and Supervisor Wasley second. Resolved the Board approved the following: Whereas, The MN BWSR has provided \$56,000 in FY14 Clean Water Funds to the RCD for water quality projects installed in the Wakefield Subwatershed designated area;

Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost; and

Whereas, the RCD Board of Supervisors designates, Joe Lochner, RCD Staff as the technical representative for this project.

Now Therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

Church of the Presentation of the Blessed Virgin Mary: 1725 Kennard St, Maplewood, MN 55109 for bio-retention basins. Contract #W14-1, Conservation Practice 570; Total Project Cost: \$99,492; BWSR Cost Share for eligible components: \$20,000. The project must be started by 14-July-15 and finished by 14-Nov-16.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

H. Clean Water Legacy Grant Application Approval: **Resolution 14-09-07.** Supervisor Wasley moved and Supervisor Anderson second. Resolved the Board approved the RCD staff submitting up to three Clean Water Legacy grant applications to BWSR by the September 26, 2014 deadline.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

I. 2014 BWSR Cost Share Project Approval: **Resolution 14-09-08.** Supervisor Wasley moved and Supervisor Willems second. Resolved, the Board approved the following: The MN BWSR has provided \$10,163 in FY14 Cost-Share funding to the RCD water quality and erosion control projects within Ramsey County; and

Whereas, the BWSR cost-share shall not exceed 75% of the total construction cost and the RCD shall utilize 20% of the BWSR cost-share grant for technical and administrative costs incurred by the RCD staff; and
Whereas, the RCD Board of Supervisors designates, Joe Lochner, RCD staff, as the technical representative for this project;
Now Therefore Be It Resolved, the RCD Board agrees to enter into BWSR cost-share agreements with the following:

University of Northwestern at 3003 N Snelling Ave, Roseville, MN 55113 for a bio-retention and critical area stabilization.
Contract #CS14-1, Conservation Practice 570, 580; Total Project Cost: \$1,281.01; BWSR Cost Share for eligible components: 75%/\$960.75. The project must be started by 30-Nov-14 and finished by 30-Aug-15.
Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

J. Position Announcement and Personnel Discussion: Supervisor Wasley explained that Personnel Committee has not been able to review the position announcement, but would have a recommendation for the October board meeting. Ann stated that the RCD received approval from the Ramsey County H.R. department to extend the Temporary Conservation Technician position. She further requested board approval to extend the position and allow for the PERA contribution. **Resolution 14-09-09.** Supervisor Wasley moved and Supervisor Willems second. Resolved, the Board extended the position of the Temporary Conservation Technician, Seth Ristow, through November 11, 2014 and approved the PERA match.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

K. 2013 CWF Community Partners Project Reimbursement and Amendment Approval: **Resolution 14-09-10.** Supervisor Wasley moved and Supervisor Willems second. Resolved the Board approved the following:
Whereas, The MN BWSR has provided \$150,000 in FY2013 Clean Water Funds through the Community Partners Conservation Program Grant to the RCD for water quality projects installed on Faith Organizations, Schools, and Business properties;
Whereas, the BWSR cost-share shall not exceed 50% of the total construction cost; and
Whereas, the RCD Board of Supervisors designates, Andy Schilling, Washington Conservation District Staff as the technical representative for these projects.
Now Therefore Be It Resolved, the RCD Board agrees to approve reimbursement payment in the following amounts:

Macalester Plymouth United Church: Landowner/Spokesperson Mark Dickinson at 1658 Lincoln Ave, St. Paul, MN 55105 for bio-retention basins. Contract #CP13-04, Conservation Practice 570; Total Project Cost: \$19,884.80; BWSR Cost Share for eligible components: 50%/\$9,942.40. Local Watershed (Capitol Region Watershed District) Cost Share for eligible components: 25%/\$4,971.20. Landowner Contribution: 25%/\$4,971.20. Total amount to be reimbursed to Macalester Plymouth United Church is \$9,942.40. Technical and Administrative reimbursement to the RCD shall be \$1,260.00.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

Ann explained that in the original resolution with St. Paul United Church, the RCD did not have the cost of signage in the project total, but the sign was added after the project was encumbered. She further explained the need to amend the resolution approving payment to the landowner, to take out the cost of signage. **Resolution 14-09-11.** Supervisor Wasley moved and Supervisor Anderson second. Resolved, the Board amended Resolution 14-06-04 for St. Paul United Church to state reimbursement to the church as \$9,150.00.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

Staff requested encumbering \$471.01 of the FY13 Clean Water Community Partners grant for half the cost of the sign for the St. Paul United Church site. Staff has received BWSR approval to use grant for paying for the sign. CRWD is splitting the cost with us and the total sign cost is \$942.02. **Resolution 14-09-12.** Supervisor Wasley moved and Supervisor Anderson second. Resolved, the Board approved the RCD to pay half the cost of the sign with FY13 CWF Community Partners grant or \$471.01, whichever is less.

Voting in favor of the resolution: Anderson, Behrens, Wasley and Willems – Voting against: none – Abstaining: none

6. Standing Committee Reports – The Board reported on the committee meetings they attended.
 - A. Metro Conservation Districts – Supervisor Willems
 - B. Rice Creek Advisory Committee – Supervisor Anderson
 - C. Watershed Ramsey-Washington Metro Watershed Districts— Supervisor Behrens
 - D. Capitol Region Watershed District Citizen Advisory Committee – Supervisor Willems
 - E. Ramsey County League of Local Governments – Supervisor Behrens
 - F. VLAWMO Advisory Committee – Supervisor Behrens
 - G. Metropolitan Parks and Open Space Commission – Supervisor Wasley
 - H. White Bear Lake CD Lake Level Committee – Supervisor Behrens
 - I. Metro MAWD – Supervisor Willems
 - J. Other Meetings – Supervisor Behrens

7. Next Regular Meeting Date –Monday, October 20, 2014.

8. Adjournment: **Motion by Supervisor Wasley, Supervisor Anderson seconded** to adjourn at 5:25 pm.

These minutes are respectfully submitted by Ann WhiteEagle.